

# PROPOSAL FOR A CONTINUING EDUCATION ACTIVITY

INDIAN HEALTH SERVICE CLINICAL SUPPORT CENTER  
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(602) 364-7777 FAX (602) 364-7788

Please complete this form and send it to us as soon as you begin thinking about an activity.

1. Title and brief description of the continuing education activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Goals of Activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Date(s) of Activity: \_\_\_\_\_ and times: from \_\_\_\_\_ to \_\_\_\_\_
4. Location of Activity: \_\_\_\_\_
5. Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_ Fax: \_\_\_\_\_  
Service Unit/Facility/Organization: \_\_\_\_\_
6. Target Audience (e.g., *Internists, Outpatient Nurses, Pharmacists, etc.*): \_\_\_\_\_  
\_\_\_\_\_
7. Type(s) of credit you are requesting: ☐Physicians ☐Nurses ☐PAs ☐Pharmacists  
☐Family Physicians (AAFP) ☐Other (Please specify): \_\_\_\_\_
8. Who will be helping you plan the activity? *The Planning Committee MUST include at least one representative from each profession for which you plan to offer continuing education credit.*  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Is the needs assessment checklist attached? ☐Yes ☐No
10. Do you plan to repeat this CE activity during the coming 12 months? ☐Yes ☐No  
If yes, when or how often? \_\_\_\_\_